


Withdrawal of Document

STEP 1 The **DOCUMENT SELECTION** screen displays.

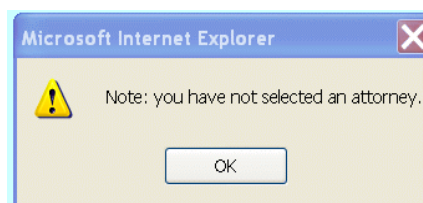


◆ Highlight Withdrawal of Document and click **[Next]**.

STEP 2 The **ATTORNEY SELECTION** screen displays for creditor filers only. Attorney filers, please proceed to the next step.



◆ Click **[Next]** and the following screen displays.



◆ Click **[OK]**.

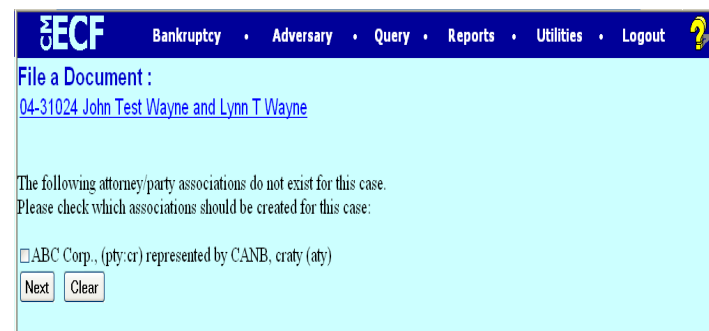
STEP 3 The **PARTY SELECTION** screen displays.



The screenshot shows the ECF 'File a Document' screen for case 04-31024 John Test Wayne and Lynn T Wayne. The 'Select the Party:' dropdown menu is open, displaying a list of parties: ABC Corp. [Creditor], Office of the U.S. Trustee / SF, [U.S. Trustee], Schoenmann, E. Lynn [Trustee], Wayne, John Test [Debtor], and Wayne, Lynn T [Debtor]. To the right of the dropdown is a link 'Add/Create New Party'. At the bottom are 'Next' and 'Clear' buttons.

- ◆ If the name(s) of the parties is on the list, click on the name(s) and click **[Next]**. If not, click **[Add/Create New Party]** to add a party to the case. For instructions on adding parties, please refer to the [Rules for Adding Parties](#) section of the Appendix.

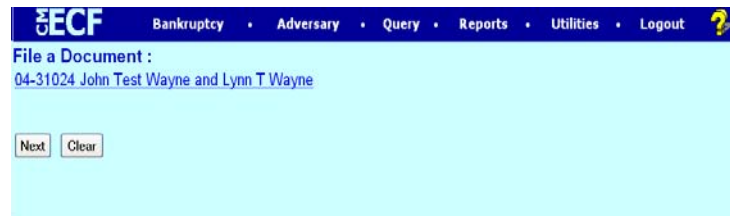
STEP 4 The **ATTORNEY/PARTY ASSOCIATION** screen displays for attorney filers who are adding a party to the case. Creditor filers, please proceed to the next step.



The screenshot shows the ECF 'File a Document' screen for case 04-31024 John Test Wayne and Lynn T Wayne. The 'ATTORNEY/PARTY ASSOCIATION' section displays the message: 'The following attorney/party associations do not exist for this case. Please check which associations should be created for this case:'. Below this message is a checkbox labeled 'ABC Corp., (pty:cr) represented by CANB, craty (aty)'. At the bottom are 'Next' and 'Clear' buttons.

- ◆ Place a check mark in the box to create an association with the creditor and click **[Next]**.

STEP 5 The **CASE VERIFICATION** screen displays.



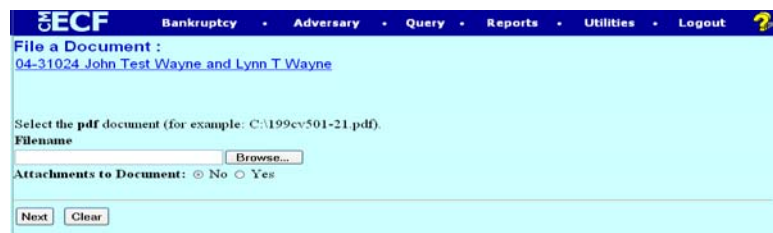
ECF Bankruptcy • Adversary • Query • Reports • Utilities • Logout ?

File a Document :
04-31024 John Test Wayne and Lynn T Wayne

Next Clear

- ◆ If the name of the debtor(s) and case number are correct, click [Next].

STEP 6 The **PDF DOCUMENT SELECTION** screen displays.



ECF Bankruptcy • Adversary • Query • Reports • Utilities • Logout ?

File a Document :
04-31024 John Test Wayne and Lynn T Wayne

Select the pdf document (for example: C:\199cv501-21.pdf).
Filename Browse...

Attachments to Document: ☐ No ☐ Yes

Next Clear

- ◆ Click [Browse] to upload the PDF document for this docket event and click [Next].

STEP 7 The **REFER TO EXISTING EVENT(S)** screen displays.



ECF Bankruptcy • Adversary • Query • Reports • Utilities • Logout ?

File a Document :
04-31024 John Test Wayne and Lynn T Wayne

☒ Refer to existing event(s)?

Next Clear

- ◆ Place a check mark in the box to reference the document to be withdrawn and click [Next].

STEP 8 The **CATEGORY** screen displays.



The screenshot shows the ECF (Electronic Case Filing) interface. At the top, there is a navigation bar with links: Bankruptcy, Adversary, Query, Reports, Utilities, and Logout. Below this, the page title is "File a Document : 04-31024 John Test Wayne and Lynn T Wayne". The main instruction is "Select the category to which your event relates." Below this, there is a dropdown menu labeled "Type" with the following options: answer, appeal, caseupld, claims, cmp, court, crditerd, misc, and motion. The "misc" option is currently selected. At the bottom of the dropdown menu are two buttons: "Next" and "Clear".

- ◆ Select the claim, misc, or notice category to display a list of documents to be withdrawn, click [Next].

STEP 9 The **DOCUMENT** screen displays.



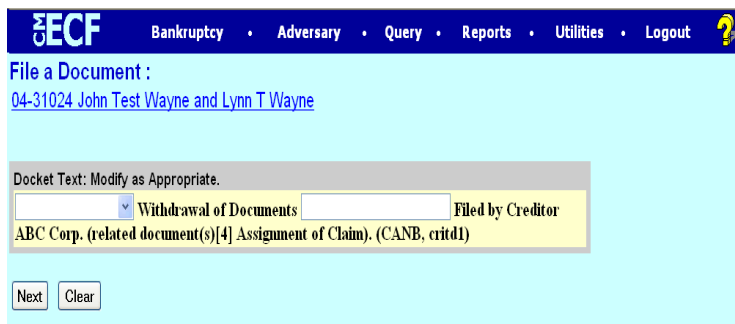
The screenshot shows the ECF (Electronic Case Filing) interface. At the top, there is a navigation bar with links: Bankruptcy, Adversary, Query, Reports, Utilities, and Logout. Below this, the page title is "File a Document : 04-31024 John Test Wayne and Lynn T Wayne". The main instruction is "Select the appropriate event(s) to which your event relates:". Below this, there is a list of documents with checkboxes next to them. The documents are:

- ☐ 10/22/2004 2 Joint Notice of Transfer of Claim and Waiver of Opportunity To Object. (Claim No. 1, Amount \$ 500.00) To Company A Filed by Debtor John Test Wayne (CANB, critd1)
- ☐ 10/22/2004 2 Joint Notice of Transfer of Claim and Waiver of Opportunity To Object. (Claim No. 1, Amount \$ 500.00) To Company A Filed by Debtor John Test Wayne (CANB, critd1)
- ☐ 10/22/2004 4 Assignment of Claim # 3 By Company A To Company B Filed by Debtor John Test Wayne (CANB, critd1)
- ☐ 10/22/2004 2 Withdrawal of Claim(s): 1 Filed by Debtor John Test Wayne (CANB, critd1)
- ☐ 10/29/2004 8 Withdrawal of Claim: Filed by Creditor ABC Corp.. (CANB, critd1)
- ☐ 10/29/2004 2 Withdrawal of Claim: 1 Filed by Creditor ABC Corp.. (CANB, critd1)

At the bottom of the list are two buttons: "Next" and "Clear".

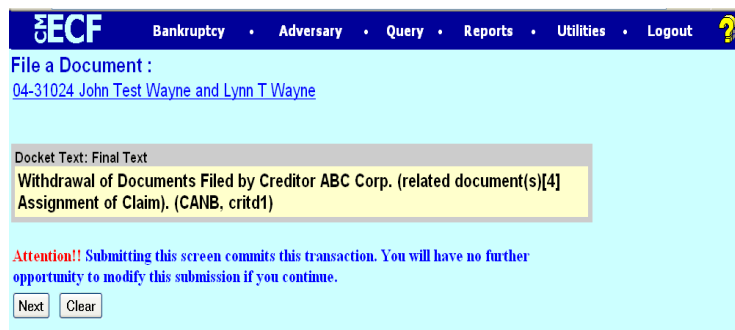
- ◆ Place a check mark in the box of document to be withdrawn and click [Next].

STEP 10 The **MODIFIED DOCKET TEXT** screen displays.



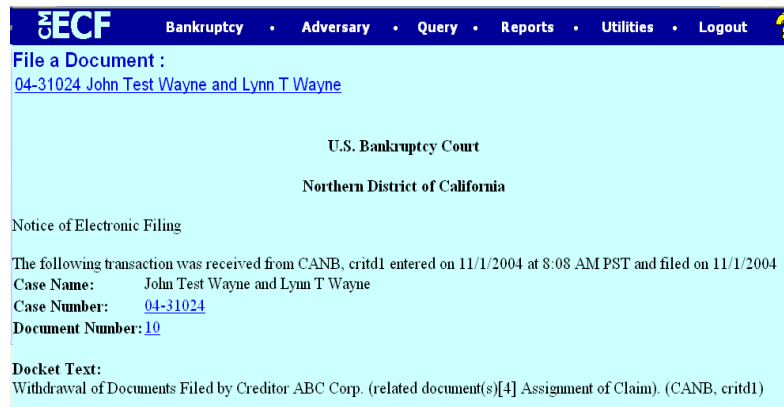
- ◆ Enhance the text if applicable and click [**Next**].

STEP 11 The **FINAL TEXT EDITING** screen displays.



- ◆ Verify the accuracy of the docket text. If the docket text is correct, click [**Next**]. Please remember, information on this screen will appear on the docket sheet as indicated.
- ◆ If the docket text is incorrect, click the browser [**Back**] button at the top of the screen one or more times to find the error. This is your last opportunity to make changes to the event.
- ◆ To abort the transaction, click anywhere on the CM/ECF blue menu bar located on the top of the page.

STEP 12 The **NOTICE OF ELECTRONIC FILING** screen displays.



- ◆ The Notice of Electronic Filing certifies that the filing has been received by the court and the document is officially filed.